



# CITY OF ORLANDO REQUEST FOR A SOLE SOURCE PROCUREMENT

**NOTE:** This form is to be used for items that are available from only one source and there are no alternates. Forward to the Procurement and Contracts Division sixty (60) days prior to actual need.

Date Submitted: 2/4/2015 Requesting Division/Department: \_\_\_\_\_

Contact Person: Scherman Davis Telephone Number: 407-394-4077

Commodity / Service Request: 8 Clarifiers Center Drive Mechanisms

Describe the commodity or service and its function: Units has reach end of its life cycle.  
Replacing Center Drive with OEM units now Ovivo(Formerly EIMCO Water Technologies)

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Cost of Commodity or Service: \$ 380,000

Vendor Name: Ovivo USA, LLC Contact Name: John Verscharen

Address: 4246 Riverboat Road, suite300 City/State/Zip: Salt Lake City, UT 84123

Contact Phone Number: 813 242-2660 Contact E-Mail Address: johnntscjn@verizon.net

\*\*\*\*\*  
Initial below:

This purchase is clearly and legitimately limited to a Sole Source because the commodity or service is:

Item(s) are available from only one source and there are no alternates: SAD

Initials

\*\*\*\*\*  
Attach vendor documentation certifying that the vendor is the only source for the commodities or services in question or holds the production, copyrights, trademark, and/or patent to the item.

Check the following statement(s) that apply:

- ☒ The vendor holds the exclusive distribution rights for the item in question.
- ☐ Vendor documentation attached.
- ☒ The item to be purchased is the only item compatible with existing equipment owned by the City.
- ☐ Vendor documentation attached.
- ☒ The vendor is the sole provider of the goods or services which have unique characteristics essential to the needs of the program to perform the intended function and no other goods or service will be suitable for use by the City.
- ☐ Vendor documentation attached.

What steps were taken to verify that these features are not available elsewhere?

- ☐ Other brands/manufacturers were examined (please list names, phone numbers, and explain why they are not suitable for use by the City. Attach additional pages as necessary): \_\_\_\_\_
- ☐ Other vendors were contacted (please list names, phone numbers and explain why those contacted would not meet the needs of the City. Attach additional pages as necessary): \_\_\_\_\_
- ☒ State why this is the only source for the required commodity or service (attach additional pages as necessary): Compatible with existing system and vendor has distribution rights.

I certify that to the best of my knowledge, this request is a sole source and the information provided herein is accurate and truthful.

Scherman A Davis

Digitally signed by Scherman A Davis  
DN: cn=Scherman A Davis, o=City of Orlando, email=schermandavis@cityoforlando.net, c=US  
Date: 2015.02.04 16:14:24 -0500

2/4/2015

Requester's Signature

Date

Office Head/Department Director's Signature

Date

For Procurement Use Only

Date Received in Procurement: 3/16/15 Procurement Division Tracking Number: S15-0226

Requesting Division/Department: Iron Bridge/Waste Water

Commodity / Service Request: Wastewater Equipment

Procurement Staff Reviewer: Cindy Jordan

Verified that this request is the only source. Yes ☒ No ☐

Is Council Approval Required? Yes ☒ No ☐

Was this Procurement Posted on the Internet? Yes ☒ No ☐

Comments: OVIVO USA is the sole manufacturer and distributor for EIMCO parts and equipment. Posted for 7 days with no objections.

Cindy Jordan  
Procurement Staff Reviewer Signature

3/31/15  
Date

Approved ☒ Denied ☐

[Signature]  
Chief Procurement Officer

04.16.15  
Date

NOTE: Section 838.22 Florida Statutes, It is unlawful (second degree felony) for a public servant with corrupt intent to obtain a benefit for any person (company) or to cause unlawful harm to another, to circumvent a competitive bidding process required by law or rule by using a sole-source contract for commodities or services.

Rev: 01/07/13